

# **REQUEST FOR PROPOSALS FOR LEASED SPACE AT KING STREET STATION**

The City of Seattle, through its Department of Transportation (“SDOT”), invites proposals to enter into a lease for a portion of King Street Station (hereinafter called “KSS”) located in Seattle’s Pioneer Square (see **Exhibit 1**). Tenant spaces that are available are identified in **Exhibit 2**. The intent of this Request for Proposals (“RFP”) is to solicit market rate proposals from either a) tenants interested in leasing the 2<sup>nd</sup> and / 3<sup>rd</sup> floors of KSS, b) separate tenants for each of three spaces on the 2<sup>nd</sup> floor (A, B and C on **Exhibit 2**), c) a master tenant (who would have responsibility for marketing, paying for tenant improvements, leasing and managing the office portion of the building) and/or d) a separate tenant for the café space on the 1<sup>st</sup> floor (a café lease would be subject to Amtrak approval). Potential tenant uses might include office, school and/or restaurant.

The building spaces will be leased AS IS, with all further improvements the responsibility of the tenants (except for the bathrooms, historic staircase between the 2<sup>nd</sup> and 3<sup>rd</sup> floors and the ceiling of the Women’s Waiting Room/café space).

If a proposal is selected, the proposer will negotiate and execute a lease agreement with Seattle’s Department of Transportation, which details the terms and standards of operation. The lease agreement must comply with all applicable City of Seattle Municipal Code, ordinances, laws, rules and regulations.

No City funding is available for redevelopment of the site. Therefore, proposers are expected to fully fund any capital and operating costs of their Proposal. Capital costs may be reflected in a responder’s rent proposal (as described below).

## **OVERVIEW**

For 108 years, King Street Station has served as a gateway for millions of travelers coming into Seattle. It was designed by Reed & Stem, and opened in 1906 to provide passenger service for the Great Northern and the Northern Pacific Railways. The architectural firm also helped design New York City’s historic Grand Central Station. The Campanile di San Marco in Venice, Italy served as a model for the building’s 245 foot clock tower. Unfortunately, heavy use and neglect over time caused KSS to fall into disrepair.

March 2008 marked the start of a new era for King Street Station with the City of Seattle’s purchase of the landmark building from the Burlington Northern Santa Fe (BNSF) Railway Company. Under City ownership, King Street Station underwent a \$50 million renovation that:

- Restored the building’s historic character and grandeur
- Upgraded facilities to meet present and future needs of rail and transit users
- Enhanced passenger safety and security
- Promoted sustainable design with a LEED Platinum building certification
- Supported efforts to transform the station into a modern transit hub

Now that the building renovation is mostly complete, and Amtrak occupies the first floor of the building, SDOT is ready to find tenants for the 2<sup>nd</sup> and 3<sup>rd</sup> floors. In addition, the 1,350 square foot room on the southwest corner of the 1<sup>st</sup> floor is available to lease for a café.

## City Objectives

There are several key objectives associated with the leasing of the upper floors of King Street Station. The City is looking for RFP responses that:

- demonstrate financial feasibility and reliability
- commit to financing the renovation of leased spaces without any City funding.
- include at a minimum, tenants for the east and/or west sides of the 2<sup>nd</sup> floor, and a single tenant for the 3<sup>rd</sup> floor, or a single tenant that will lease both the 2<sup>nd</sup> and 3<sup>rd</sup> floors.

## Station Restoration

When the station was opened to the public in May 1906, its grand waiting room had ornamental plaster ceilings and the plaster walls were interspersed with fluted Corinthian columns. The lower part of the walls and columns had white marble, accented with glass mosaic tiles in white, green, red and gold. Illumination for the passengers inside the station was provided by a massive bronze chandelier hung in the center of the main waiting room and four smaller chandeliers and wall sconces. The terrazzo floor had inlaid square mosaic tiles that created a compass shaped pattern at the station entrance and other rectangular patterns throughout the rest of the public spaces.

A series of renovations in the 1940s, 50s and 60s removed the plaster and marble walls, glass mosaic tiles and covered the plaster ceiling with acoustical tiles. The terrazzo floor was cracked and in disrepair. The historic light fixtures were replaced with fluorescent lights.

The \$50 million building restoration included the following major elements:

- A new roof with terra cotta tiles was installed (replacing the original roof).
- New lighting and electrical systems were installed and an antiquated microwave dish on the clock tower was removed.
- The clock tower's four clocks were repaired and modernized.
- The terminal's interior finishes and exterior building façade were restored to the exact originals.
- Suspended tiles were removed from the main waiting lobby and the original ornate plaster ceiling was restored.
- Seismic elements were installed to strengthen the historic building's interior and exterior. These elements included auger-cast piles and over 1,300 tons of structural steel. New structural steel columns were inserted into the perimeter brick walls. High strength grout was added, and a new steel diaphragm was created to help maintain the building's integrity during a significant seismic event. Steel floor plates have been added on levels two and three for additional wall and floor strengthening. The clock tower walls were seismically reinforced with steel beams, columns, and cross-braces on all nine levels. Rusted steel and dilapidated concrete slabs were replaced and/or repaired. Exterior masonry and terra-cotta was cleaned and repaired where needed, to improve the building and tower's face to the community.
- A new geothermal well field connected to a heat pump system was installed, providing energy efficient heating and cooling for the station.
- New electrical, plumbing and fire protection systems have been installed.
- The Jackson Street Plaza has been transformed into a new public pedestrian plaza.
- Amtrak baggage, ticketing and office facilities were upgraded to modern standards.
- Interior and exterior historic architectural details were restored.

- The Jackson Plaza entrance was reopened to allow station visitors to use a new elevator to access lower station area.
- The exterior grand staircase connecting the Jackson plaza to the lower station entrance was restored
- Repaired, restored, cleaned or replaced (as needed) the brick facade and terra cotta detail to improve the building's face to the community.
- Overhead glass and steel canopies were restored to provide weather protection and create inviting building entries.
- Interior and exterior architectural lighting was added to enhance and highlight the historic features of the building.

### **Historic Landmark Status**

King Street Station was added to the National Register of Historic Places and the Washington Heritage Register in 1973. A Certificate of Approval is required prior to executing changes to the protected elements of the building. GSA has identified four different zones of desired historic preservation and rehabilitation within KSS (see **Exhibit 3** describing these zones and their locations).

### **Neighborhood Character**

Pioneer Square is a lively neighborhood, offering a diverse mix of businesses, residential units, shopping, restaurants and entertainment. It is home to Century Link Field (Seattle Seahawks and Sounders), Safeco Field (Seattle Mariners), Century Link Event Center, Union Station, numerous art galleries, internet and technology companies, cafes, restaurants, lively night spots (sports bars, wine bars and taverns), hotels and apartments/condominiums. It has become the location of choice for many growing businesses looking for convenience, amenities and buildings with character. Over the past 10 years, Pioneer Square has received a multi-billion dollar influx of private and public investment which has preserved the historic character of the neighborhood while greatly improving its infrastructure and amenities.

### **Location and Access**

KSS is located at 310 south Jackson Street at the eastern edge of Pioneer Square, and adjacent to the Chinatown/International District neighborhood. The site is served by excellent freeway, ferry, street car, light rail and bus access. Currently over 4 million people annually travel through the transportation links within 2 blocks of KSS.

- Major arterials in the subject's immediate vicinity include 1<sup>st</sup> Ave. S, 2<sup>nd</sup> Ave, and 4 Ave. S.
- Access to I-90, I-5 and SR 99 is within a few blocks
- Amtrak Cascades, Coast Starlight and Empire Builder long distance rail service is on-site
- Across the street from the Metro and Sounder Bus Tunnel Station.
- Sound Transit Light rail service (across the street) operates every 7 - 15 minutes between downtown and Tukwila/Seatac Airport with expanded service to Capitol Hill and the University of Washington expected to begin in the 1<sup>st</sup> quarter of 2016.
- Approximately 86 bus routes stop within 2 blocks of the site (on either a surface street or in the transit tunnel) providing 10 to 30 minute service (depending on route and time) within Seattle, the rest of King County and much of Pierce and Snohomish Counties.
- Seattle's First Hill Streetcar will begin operating in 2014, with a stop adjacent to KSS. This line will serve the Chinatown International District, Seattle University, Seattle Central Community College, Capitol Hill, Yesler Terrace and First Hill hospitals.

- A passenger drop-off / pick-up location and turnaround were enhanced on King Street to help manage vehicles and traffic and improve pedestrian access.
- Existing walkways leading to adjacent transit streets and on-site were widened and repaved to create a pedestrian-friendly forecourt
- New lighting, site furniture, street trees and signage welcomes travelers and visitors.

**Building Description**

King Street Station fills a 58,660 square foot site on the block bounded by Jackson and King Streets, between Third and Fourth Avenues South. It is a brick and granite three-story building with a twelve-story clock tower. The ground floor, accessed from King Street, is clad in brick, terra cotta and granite. The walls of the second and third floors, as well as the clock tower, are faced in pressed brick with decorative terra cotta elements such as cornices and window lintels.

While much of the exterior of King Street Station has remained intact since the building was constructed, parts of the interior have been substantially altered and others suffered from neglect. Similarly, while nearly half of the facility’s original finishes remain intact, most of the significant finishes in the lower portion of the station were removed.

**Rental Space**

Potential Tenant Spaces have been prepared to ‘shell and core’. **Figure 1** identifies the location of rental spaces and the amount of Useable square feet in each space.

1 <sup>st</sup> floor	1,350 sf	SW corner, potential café or restaurant
2 <sup>nd</sup> floor	1,660 sf	Area A
2 <sup>nd</sup> floor	2,233 sf	Area B
2 <sup>nd</sup> floor	2,419	Area C
2 <sup>nd</sup> floor	450 sf	Potential addition to Area C on adjacent Mezzanine
3 <sup>rd</sup> floor	16,800 sf	Area D

**Rental Space Notes/Issues**

Windows – all of KSS’s Douglas Fir windows have been restored and returned to operable condition. The windows are protected elements of the Historic Landmark designation and therefore cannot be modified.

Seismic - The rehabilitation’s significant seismic and structural updates improved the building’s safety, durability and longevity. The seismic upgrades supplement rather than replaced the station’s unreinforced structural system (which has performed remarkably well in several significant seismic events) resulting in a building that is fortified to withstand both 500 year and 2500 year seismic events.

Energy Performance – There is a ground-source heat pump system to provide the building’s heating and cooling needs. There are 37 geothermal wells under the building and 31 wells in the bus load/parking area on the west side of the building, which are anticipated to supply 100% of the building’s HVAC depending on the tenant fit. Mechanical space is allocated for a future boiler and fluid cooler, which are not anticipated to be needed unless occupant loads greatly exceed those anticipated by office uses.

The total projected energy savings associated with the mechanical and geothermal upgrade translates into a reduction of 206 metric tons of CO2 per year from the pre-retrofit operation on a per square foot basis. The complete KSS active area (totaling 64,334 sf) is anticipated to operate at an EUI of 38 KBTU/sf/year, a

68% reduction in energy use in a space more than 4 times the size of the pre-retrofit active area (based on tenant assumptions). Additionally, energy models predict the overall building to perform 56% better than ASHRAE 2007 and to meet the current benchmarks of the 2030 Challenge. All of the mechanical system improvements to the station were a significant contributor in allowing the building to recently receive the prestigious LEED platinum rating.

These savings assume that all of the walls and 3<sup>rd</sup> floor ceiling will be insulated. If tenants decide to pursue a waiver from the City to leave portions of the walls and/or ceiling uninsulated (to maintain the character of the building), there would be some reduction in the huge energy savings identified above.

Ventilation - The interior environment of the 1<sup>st</sup> floor and 2<sup>nd</sup> floor mezzanine is optimized through restored and enhanced natural ventilation capabilities (consistent with historic performance) that provide high indoor air quality as well as thermal comfort. Thermal comfort levels were established for different areas of the building based on accepted temperature ranges, also taking into account outdoor temperatures and area functions to ensure occupant comfort. Because of thermal expectations in today's marketplace, natural ventilation was limited to the public waiting space where the restored historic window actuators in the public waiting areas are electronically controlled by the building automation system to meet ventilation requirements monitored by CO2 sensors as well as cooling requirements measured by thermostats. The remaining areas of the building, assisted by the geothermal system, allow for a more conventional heating and cooling control through the use of energy efficient heat pumps and fans. However, the geo-thermal system does enhance the more conventional systems by not requiring the use of any natural gas.

Roof – The station roof was restored with new terra cotta tiles replicating the original roof tiles. Salvaged glass tiles replace broken ones for the pyramid above the clocks. The roof has not been insulated. Therefore, rental of the 3<sup>rd</sup> floor will require either a dropped ceiling with insulation, an energy waiver from the City's Department of Planning and Development, or some combination of the two.

Floors – The terrazzo floors on the Women's Waiting Room, mezzanine and on a portion of the 3<sup>rd</sup> floor are identified as historic features and must be protected.

Restrooms – The 1<sup>st</sup> floor restrooms serve the main waiting room for Amtrak. The 3<sup>rd</sup> floor has restroom spaces with plumbing and electrical service stubs, but need to be finished out by a new tenant for its exclusive use. The build-out cost (approximately \$40,000 each for the men's and women's restrooms) can be reflected in 3<sup>rd</sup> floor rent proposals (either as a reduction in the per square foot rent rate or as a delay in initiating rent payments). Public restrooms on the 2<sup>nd</sup> floor will serve both tenants and Amtrak customers.

Common Area entrance on 2<sup>nd</sup> floor – The primary access to the 2<sup>nd</sup> and 3<sup>rd</sup> floors is via an entrance on the 2<sup>nd</sup> floor from the Jackson Street plaza. This entrance provides access via elevator and interior stairs for people coming from/going to the plaza. In addition, there is a new external grand staircase from the Jackson Street plaza to the main station entrance on King Street.

Elevator – A new elevator provides access between the 1<sup>st</sup> and 3<sup>rd</sup> floors. Amtrak customers can only travel between the 1<sup>st</sup> and 2<sup>nd</sup> floors. The tenant on the third floor may travel between the 2<sup>nd</sup> and 3<sup>rd</sup> floors by adding their own key card system. Elevator monitoring, testing and maintenance is included in the rent.

Jackson Street Plaza - There is a 13,275 square foot landscaped plaza on the north side of the station's second floor. Station upgrades converted the existing Jackson Street Plaza from a parking lot to a landscaped public open space with a textured pedestrian environment and flexible open space for community events and activities.

Historic Staircase – There is an internal historic staircase between the 2<sup>nd</sup> and 3<sup>rd</sup> floors that can either be restored or enclosed. Recent estimates to rehabilitate the staircase are approximately \$175,000 (including design) and to enclose the stairs would be about \$40,000. The City may be able to provide \$120K in grant funds toward this restoration, if the proposers and their contractors follow Federal contracting requirements associated with the grant funds. The proposer may deduct costs above the grant funds for the cost of the stair restoration from their rent proposal.

## **Utilities**

Heating, cooling, air-conditioning - as described earlier, all heating, cooling and air-conditioning are provided by a combination of traditional heat pumps and fans and the use of a geo-thermal well field that allows the building to function without the use of natural gas. The building has the infrastructure to allow for a future cooling tower and boiler if required by a potential tenant's needs. Normal office space operations on the 2<sup>nd</sup> and 3<sup>rd</sup> floors should be accommodated by the current system without any upgrades. Each main tenant area is provided with the following HVAC infrastructure:

- Condenser water supply and return, valved and capped for tenant use.
- Ventilation air duct, capped at exit from shaft. Ducts are sized for full air-side economizer cooling based on assumed tenant loads (tenant to confirm if adequate)
- Relief/exhaust air shaft to attic with capped connections at tenant space and in attic (level 2 tenant spaces only). Relief hood(s) installed for termination of relief air.
- Provision for relief hood installation for third floor tenant relief/exhaust air path

The tenant is responsible for the following:

- Confirmation that existing infrastructure is adequate for their needs
- Water-air heat pumps meeting the minimum efficiency provisions of the current energy code or the lease requirements document, whichever is more stringent
- All ductwork and air distribution within the space
- Installation of relief/exhaust fan and ductwork in attic to connect to relief hood discharge
- All controls integration required by code
- BTU meter on tenant condenser water supply/return piping, wired and integrated to building BAS
- Condensate drainage piping
- Energy code compliance under the current energy code for all tenant-installed equipment

Plumbing - New plumbing has been installed throughout the building, servicing all 3 floors. Currently, there are finished restrooms in the main waiting room and back-of-house serving Amtrak. Rough-in accommodations have been made to allow for bathroom installations on the 2<sup>nd</sup> and 3<sup>rd</sup> floors. Additional mechanical design and plumbing systems may be needed to accommodate restrooms that are larger than what was identified in the building rehabilitation) on the upper floors. Each main tenant area is provided with the following plumbing infrastructure:

- ¾" cold water supply pipe, valved and capped.

The tenant is responsible for the following:

- All cold water piping and fixtures within their tenant space
- Hot water heater and all hot water piping within their tenant space

- All DWV piping to serve their tenant space with connections to existing infrastructure. Pumping of waste may be required depending on tenant fixture locations and existing stack locations. Third floor tenant areas over the main waiting room cannot have floor penetrations. Therefore, any waste piping will require pumping back to stacks outside the main waiting room ceiling.
- Cold water meter at entrance to tenant space with BAS connection for landlord monitoring and billing.

Electrical System - The building has had a complete, new electrical system installed with a sophisticated Lutron lighting control system. An exclusive electrical room was added to the 3<sup>rd</sup> floor to accommodate tenants on the upper floors. To further enhance the building's environmentally conscious systems, a solar array was added to the south facing, first floor canopy, which back-feeds the SCL power grid and reduce the building's overall power consumption. Tenant panels have customer metering to measure energy consumption to allow each tenant to be billed separately. Tenants on level 2 and 3 are required to provide:

- 3-phase customer meter that connects to and communicates with the existing central metering system hardware. Meters shall be in enclosures and enclosures shall be mounted above the distribution panel in L3 Electrical Room.
- A breaker in Distribution Panel 3PB, and all electrical service downstream of that – feeder, panelboards, branch circuits, lighting, lighting controls, etc.

Life Safety Systems - The building's life safety systems were upgraded employing a fire sprinkler system on the second and third floors and a fire alarm monitoring system. The fire alarm testing and monitoring is included in the rent. Tenants will be required to modify the existing sprinkler system to suit their fit out requirements. There are two new staircases that service all 3 floors (plus the historic staircase between the 2<sup>nd</sup> and 3<sup>rd</sup> floors) that provide exiting options in case of a building emergency. An elevator system connecting all 3 floors t also provides an additional egress option in certain kinds of emergencies.

Communications - The building has been upgraded with respect to cable, fiber, and telephone systems. All of the pathways for these services have been sized to handle upgrades in systems, quantity of lines, etc. All communication pathways and infrastructure have been routed through new vaults in King Street to a telecommunications exclusive room located in the back of house mechanical space.

#### City Supplied Refuse and Recycling Services

The City, at the tenant's option, is willing to provide refuse collection and recycling services if the tenant delivers all refuse and recycling materials to the collection location and reimburses the City for costs.

#### Proposer Supplied Services

The tenant will arrange and pay for electricity, telecommunications, janitorial/custodial services and interior building maintenance/repairs *within the leased space*. The tenant, at its option, may contract with the City to provide some of these services. If any modification or improvement of the existing utility services is necessary for the proposer's use, the tenant will be responsible for the cost of such services.

#### Parking

Public parking is available on King Street and other adjacent streets, and private parking is available in adjacent and nearby parking garages/lots. However, there is no parking provided on site.

Trucks may be off-loaded to the north of the building or at the Jackson St. tunnel.

# **SUBMITAL REQUIREMENTS**

## **Submittal Information**

Proposals shall consist of the following items and should be no more than fifteen (15) pages. Failure to respond fully may disqualify your proposal.

- A. Provide a general overview of your organization including the organization's structure and purpose.
- B. Present a detailed plan of your proposed use and clearly indicate which spaces you are proposing to lease.
- C. Describe the design concept for your proposed renovation of spaces and explain how the design will work with the physical constraints and historic features of the building. Include any pre-concept design available such as sketches and floor plans and an estimate of planned capital investment including and identifying both hard and soft costs. Identify details on any proposed alterations to the space, and proposed modifications to the building's mechanical systems. At the end of the lease term, including the exercise of any option periods, all capital improvements shall become the property of the City unless alternative arrangements have been negotiated.
- D. Describe how you propose to manage and operate your leased space, including days and hours of operation, estimated staff/occupancy, and types of activity and/or events.
- E. Describe the proposed term. The City requires a minimum of 5 years and will consider a term of up to 20 years (including options periods, if any). The amount of any proposed capital investment and/or reinvestment can be a consideration in evaluating the term plus options of any agreement. The leasable space is currently vacant and is available for occupancy as soon as desired by the proposer. All are subject to approval by the Seattle City Council.
- F. Propose the rent structure and escalation for your leased area. The City expects proposals to include a modified gross (market) rent that includes everything except the tenant's separately metered utilities, and janitorial and HVAC maintenance within the leased space.

Reduced rent or deferred rent to reflect a tenant's start-up costs for the following, will be considered. Rent proposals that include modifications from market rent to reflect these or other tenant improvements, and a leasing commission should be clearly described.

- Cold water meter at entrance to tenant space with BAS connection
- BTU meter on tenant condenser water supply/return piping, wired and integrated to building BAS
- 3-phase customer electrical meter that connects to and communicates with the existing central metering system hardware.
- A breaker in Distribution Panel 3PB, and all electrical service downstream of that – feeder, panel boards, branch circuits, lighting, lighting controls, etc.
- \$55,000 to supplement City funding to rehabilitate the historic staircase (only applies to a 3<sup>rd</sup> floor tenant)
- \$80,000 to build-out 3<sup>rd</sup> floor bathrooms (only applies to a 3<sup>rd</sup> floor tenant)

- G. Provide a proposed schedule leading to occupancy of your leased space, assuming your proposal is selected in July 2014.
- H. Elaborate on how you would propose working with the City to achieve your proposed project schedule.
- I. Provide information that documents your financial capability to complete your proposed renovations without any City funding. Include proof of financial stability, and anticipated loans or funding efforts necessary to implement your proposal.

### **Submittal Due Date**

To be considered, six (6) hard copies and one (1) electronic copy of the proposal are due at 700 Fifth Avenue, Room 3800, Seattle, WA 98104 or electronically to [joan.rosenstock@seattle.gov](mailto:joan.rosenstock@seattle.gov) by 4:30 PM on June 19, 2014.

### **Pre-Submittal Meeting and tour**

Pre-submittal meetings and tours will be held on May 29 and June 10, 2014 at 10 AM at King Street Station. The meeting and tour will begin at the Jackson Street Plaza entrance of the building. For more information or to request additional tours of the building, please contact Joan Rosenstock at 206-684-8541.

## **EVALUATION CRITERIA**

Proposals will be evaluated based on the following factors:

- A. The proposer's ability to provide a use that is compatible with the historic building's historic and transit focus.
- B. Proposer's ability to invest in the facility to support their proposed use(s). Proposal demonstrates financial feasibility with realistic funding sources that are possible to assemble in a reasonable time (without need for City funding for renovation or operating support);
- C. The proposed rent.
- D. The proposed lease term.
- E. Proposed renovation/space plan, including concept design, estimated construction costs, and proposed schedule.
- F. Does proposal provide reasoning for the relationship between the uses and proposed spaces?
- G. Can occupancy begin within a reasonable amount of time?
- H. Does proposal commit to using a skilled team with necessary qualifications to carry out the proposed renovation?
- I. Proposer's ability to manage, operate and maintain their leased space.

## **RFP SCHEDULE**

Pre-proposal meeting and tour	May 29 and June 19, 2014
Proposals due	June 19, 2014
Review of Proposals	June 20 – July 8, 2014
Selection	July 2014

Once a Proposal(s) is(are) selected, the proposer(s) will negotiate and execute a Lease Agreement with Seattle Department of Transportation (SDOT) which details the standards of performance and terms, based on the Proposal, negotiations with SDOT, and SDOT operating procedures. The Lease Agreement must comply with all applicable City of Seattle Municipal Codes, ordinances, laws and regulations.

## **RIGHTS AND OPTIONS**

- A. SDOT reserves the right to reject any or all proposals, to waive any irregularities or informality with respect to any proposal and to modify the review period and/or request additional information from proposers to inform and support the evaluation process. No agreements or understandings between SDOT and the selected proposer(s) shall be binding until agreement documents have been duly executed.
- B. Under Washington State Law (reference RCW Chapter 42.56, the *Public Records Act*) all materials received or created by the City of Seattle are considered *public records*. These records include but are not limited to proposal submittals, agreement documents, contract work product, or other proposal material. Under the Public Records Act the City is required to promptly make public records available upon request. However, under Washington State Law some records or portions of records are considered legally exempt from disclosure. A list and description of records identified as exempt by the Public Records Act can be found in RCW 42.56 and RCW 19.108.

If you believe any of the records you are submitting to the City as part of your proposal are exempt from disclosure, you can request that the City notify you before releasing the records. To do so, you must specifically identify each record and the exemption(s) that may apply. If the City receives a public disclosure request for any records you have properly identified, the City will notify you in writing of the request and will postpone disclosure. While it is not a legal obligation, the City, as a courtesy, will allow you up to ten business days to file a court injunction to prevent the City from releasing the records (reference RCW 42.56.540). If you fail to obtain a Court order within the ten days, the City may release the documents. The City will NOT assert an exemption on your behalf.

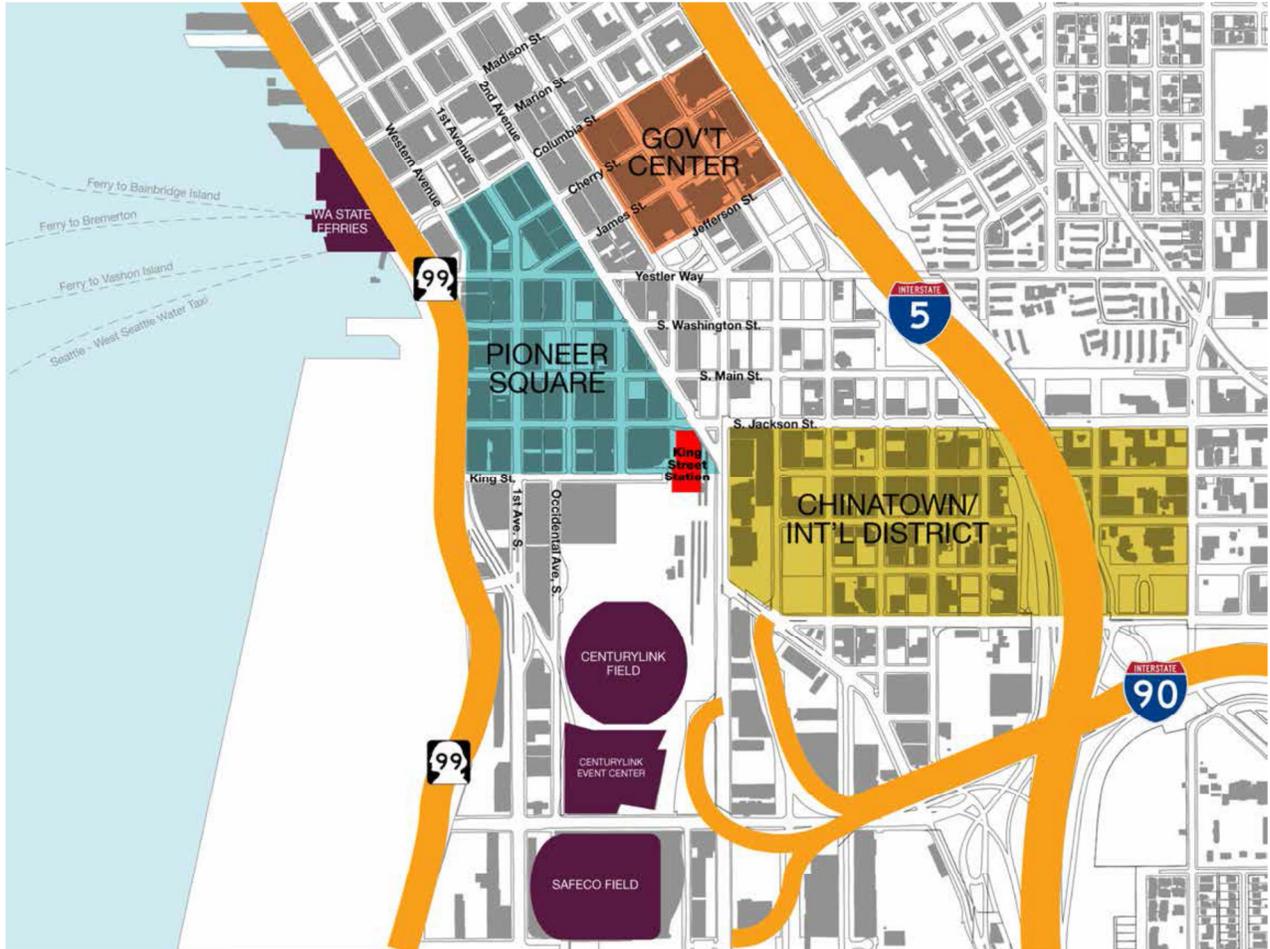
- C. After submission of a proposal, and before acceptance of any proposal by SDOT, SDOT may request, and proposers shall furnish, such additional information related to the proposal and their financial status as SDOT may reasonably request.
- D. In the event that the successful proposer(s) does not execute an agreement as noted herein, the award of the agreement may then be made to another proposer or SDOT may decide to call for new proposals.
- E. SDOT will not be responsible for, or pay for, any expenses incurred by the proposer in the preparation or presentation of any proposal.

The City reserves the right to revise or amend this RFP for any reason. Revisions or amendments will be sent to all parties who requested copies of the RFP. Any party failing to submit information in accordance with the procedures set forth in this RFP is subject to disqualification by the City of Seattle.

## **INQUIRIES**

Questions and inquiries regarding any aspect of the proposal documents, to schedule an appointment or any other matter relating to this RFP may be directed in writing to Joan Rosenstock at 206-684-8541 or [joan.rosenstock@seattle.gov](mailto:joan.rosenstock@seattle.gov)

# EXHIBIT 1. LOCATION



**EXHIBIT 2. 2<sup>nd</sup> and 3<sup>rd</sup> FLOOR COMMON AREA AND RENTAL SPACES**

	Useable Square Feet
<b><u>First Floor</u></b>	
Amtrak Exclusive	23,783
Rental Space	1,350
Common Area	2,600
<b>Total</b>	<b>27,733</b>
<b><u>Second Floor</u></b>	
<b>Rental Space</b>	
Area A	1,660
Area B	2,233
Area C	2,419
(Potential) E. edge of Mezzanine	450
<b>Common Area</b>	<b>3,569</b>
<b>Total</b>	<b>10,331</b>
<b><u>Third Floor</u></b>	
Area D	<b>16,800</b>
<b><u>Exterior Spaces</u></b>	
Upper Plaza	14,625
Lower Plaza	7,775
Exterior Stairs	900

### **EXHIBIT 3. HISTORIC PRESERVATION ZONE LOCATIONS AND REQUIREMENTS**

- Zone 1 (Preservation) includes exterior building elements - the character and qualities of this zone are to be maintained and preserved.
- Zone 2 (Preservation) includes interior spaces on the first floor - vestibule/reception area, corridors adjacent to the vestibule - every effort should be made to maintain and preserve the character and qualities of this zone.
- Zone 3 (Rehabilitation) includes the majority of the interior space on the first through third floors - all work in these areas is to be undertaken as sensitively as possible with original material preserved where possible.
- Zone 4 (Free) includes stairwells, the basement and office spaces on the fourth floor – work in this area should be sympathetic to the historic qualities and character of the building but may include extensive changes or total replacement.

The State Historic Preservation Officer (SHPO) will review any changes to the building. Because much of the importance of the INS Building comes from the historic uses of specific spaces, based on the zones identified above the significant impacts are as follows:

- Exterior: Features to be retained include the entry steps, entry platform, cheek walls, landscape strip and the wide public sidewalk.
- Basement: Most of the basement level is Zone 4, suitable for major redesign, although the padded cell and locker room are Zone 2 spaces and should be maintained in their original configuration.
- First Floor: The entire lobby and entrance area at the center of the building are Zone 2, with the remaining office space designated as Zone 3 space.
- Second/Third Floors: All of these floors are Zone 3 spaces and are suitable for rehabilitation with original materials preserved where possible. The metal cells are considered an important historical element. Original bathrooms should also be retained when feasible.
- Fourth Floor: All of this floor is Zone 4 space and can be extensively altered but will still require review by the State Historic Preservation Officer (SHPO).

The level of preservation and/or rehabilitation required by the SHPO may not qualify for the federal rehabilitation tax credit program.

**EXHIBIT 4. PHOTOS OF LEASABLE AREAS**

